

October 10, 2024

Heidi Schwegler
57275 Canterbury Street
Yucca Valley, CA 92284

**RE: SITE PLAN REVIEW, SPR 04-24; ENVIRONMENTAL ASSESSMENT 23-24
56885 SUNFLOWER DRIVE – ART STUDIO AND RESIDENCY
COMPLETENESS REVIEW**

Ms. Schwegler:

Thank you for submitting the above referenced application which the Town of Yucca Valley received on September 11, 2024. In accordance with Government Code Section 65943, the Town has 30 days within which to notify an applicant, in writing, that an application is complete or that additional materials will be required.

Completeness Review

The application was deemed incomplete due to the outstanding submittal items listed below:

1. Materials Board
2. Preliminary Grading and Drainage Plan (See Section B, attached for your convenience)
3. Preliminary Landscape Plans
4. Utility Plan including location and capacity
5. Applicable utility service availability letters
6. Water purveyor service letter or ground water report prepared and signed by a registered civil engineer

Planning
(760) 369-6575
Public Works
(760) 369-6579
Building and Safety
(760) 365-0099
Code Compliance
(760) 369-6575
Engineering
(760) 369-6575
Animal Control
(760) 365-1807
Animal Shelter
(760) 365-3111
FAX (760) 228-0084



The Town of
Yucca Valley

COMMUNITY DEVELOPMENT/PUBLIC WORKS DEPARTMENT
58928 Business Center Dr.
Yucca Valley, California 92284

Preliminary Corrections

Below is a list of preliminary corrections as staff performed your completeness review. The corrections are not intended to be comprehensive but are provided as a courtesy during the completeness review. Please note that additional comments may be anticipated based on additional materials provided.

1. Site Plan

- a. Please provide parking stall calculations and dimensions, per Chapter 9.33 Parking and Loading Regulations. Below is additional information to assist you with your parking design.
 - i. Section 9.33.040, Table 3-6 identifies the required parking spaces based on the proposed use *Studio (art, dance, martial arts, music)* as *1 space per employee, plus 1 space per 2 students at maximum capacity based on occupancy of the building per California building code.*
 - ii. Section 9.33.050, Table 3-9 identifies the required number of parking spaces for people with physical disabilities where 1 – 25 parking spaces are required at least 1 disabled parking space is required.
 - iii. Section 9.33.050 (C) requires that *one in every eight (8) required accessible spaces, but not less than one, shall be served by an accessible aisle ninety six inches (96") wide minimum and shall be designed as "Van Accessible".*
 - iv. Section 9.33.050, Table 3-10 identifies required disabled parking space dimensions. A disabled parking van accessible space requires a parking area of 9' width, loading area/access aisle (passenger side) of 8' width, and a 19' depth.
 - v. Section 9.33.060 requires compliance with Chapter 9.41 Trip Reduction Requirements. Per Section 9.41.020 (A) *a bicycle rack, locker, or other secure bicycle facility shall be provided for every thirty (30) parking spaces within a project and at least one bicycle rack capable of holding three (3) bicycles shall be provided for all projects.*
 - vi. Section 9.33.070, Table 3-11 identifies minimum parking space dimensions. A standard parking space requires a 9' width and a 19' depth.
 - vii. Section 9.33.070 (B) requires that *any parking adjacent to any building or structure, wall, or fence shall have wheel stops not less than six inches (6") in height and a distance not less than three feet (3') from said building or structure, wall, or fence.*
 - viii. Section 9.33.070 (C) requires that *individual parking stalls shall be clearly striped and permanently maintained with double or hairpin*

lines on the surface of the parking facility, with the two (2) lines being located an equal nine inches (9") on either side of the stall sidelines.

- ix. Section 9.33.070 (E) requires that *all off street parking and loading areas for commercial and industrial development and outdoor vehicle sales areas, including driveways, aisles, turning and maneuvering areas and parking spaces shall be paved with not less than two and one-half inches (2 1/2") of asphalt concrete or an equivalent surfacing and shall be graded and drained so as to dispose of all surface water, and shall be maintained in good repair.*
 1. The Site Plan identifies that only 50% of the proposed parking spaces are to be paved. On-site driveways, aisles, turning and maneuvering areas and parking spaces shall be paved according to Town standards referenced above.
- b. The site plan shall include all components listed in the Site Plan Review application, Section A. Site Plan Content, attached for your convenience. Please review the required site plan components and ensure all items are included on the site plan.
- c. Town of Yucca Valley Development Code, Chapter 9.68, Section 9.68.020 (D)(2) requires *onsite water retention of the incremental increase* at the level of increment plus ten percent (10%). Please illustrate on-site water retention basin according to Town standards referenced above.
- d. Please document legal access from SR-247 to the proposed project site.

2. Floor Plan

- a. Please provide an updated floor plan clarifying the proposed layout. The dimensioned floor plan should include proposed room(s) use, wall locations (if any), windows and door locations, seating, cabinets, counters, appliances, machinery, kilns, compressed gas, etc. If none of these features are proposed, no update is necessary.

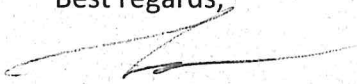
3. Elevations

- a. The project is subject to architectural review pursuant to the Yucca Valley Commercial Design Guidelines, linked below for your convenience.
 - i. <https://www.yucca-valley.org/home/showpublisheddocument/7792/638448142235270000>
 - ii. Chapter C, Elements of Project Design, specifies that metal siding on main façade is an undesirable element. Please note that the applicant may choose to revise the proposed elevations or alternatively the applicant may choose to request that the Planning Commission review the elevations as-is.

Please note that additional comments are anticipated as corrections are made, and additional comments are received from other departments and other regulatory agencies. Review of technical reports are on-going and separate communication will be provided for those studies.

Please submit these items at your earliest convenience. If you have any questions or require any additional information, please contact Planning Division staff at 760-369-6575, extension 317.

Best regards,

A handwritten signature in black ink, appearing to read 'Jared Jerome', with a long horizontal flourish extending to the right.

JARED JEROME
Associate Planner

Plan Preparation and Guidelines

All plans shall be drawn on uniform sheets no less than 24" X 36" (or as approved by the Community Development Department). All plans must be collated, stapled and folded as close as possible to 8 ½" x 11" notebook size. All plans shall be clear, legible and accurately scaled. The site plan, preliminary landscape plan, photometric plan, building elevations and native plant plan should all be at the same scale and shall be consistent with each other.

Section A. Site Plan Content

Scale: Engineering scale not to exceed 1"=100'.

The following information shall be included on the plan:

- ◆ Data table formatted in the following order:
 - Assessor's Parcel Number(s) (book, page and parcel number)
 - Legal description
 - Existing and proposed zoning designation
 - Existing and proposed General Plan designation
 - Specific Plan identification and land use designation (if applicable)
 - Existing and proposed land use
 - Total Gross Area: square feet and acres
 - Total Net Area: square feet and acres
 - Approximate earthwork quantities, (CY) include cut and fill(based upon preliminary grading plan)
 - Name of utility purveyors and type of sewage disposal
- ◆ Name, address, phone number, and email of applicant and owner
- ◆ Name, address, phone number, and email of registered civil engineer or licensed Surveyor
- ◆ Graphic scale (with bar scale) and north arrow
- ◆ North arrow (make top of map north)
- ◆ Vicinity map with labeled streets
- ◆ Map number
- ◆ Date plan prepared
- ◆ Revision block indicating date when plan is revised through the development review process
- ◆ Surrounding information for adjoining properties including zoning and land use
- ◆ Existing topography at least fifty (50) feet beyond project boundary including natural features to be preserved.
- ◆ Existing buildings and traveled ways within the proposed project and within 100 feet of the exterior boundaries.
- ◆ Property lines, dimensions (metes & bounds) and location of adjoining lot lines.
- ◆ The locations, names and existing widths of all highways, streets, or easements that provide legal access to the property.

- ◆ Street(s) dedicated for public right-of-way shall show proposed street names. A list of alternative names shall also be provided.
- ◆ The location of existing wells, cesspools, sewers, culverts, drain pipes, underground structures, or excavated areas within two hundred feet of any portion of the project noting thereon whether or not they are to be abandoned, removed, or remain in operation.
- ◆ The location of all existing and proposed fire hydrants.
- ◆ The location, identification and dimensions of all existing and proposed easements, including rights-of-way, whether public or private.
- ◆ Location of on-site utilities and locations of existing public utilities including sanitary sewers, water mains and storm drains.
- ◆ The locations, names and existing widths of all streets within 100 feet of the property line.
- ◆ Proposed street grades with arrows indicating the direction of flow.
- ◆ The widths, approximate grades and curve radii of all new streets within the proposed project, the approximate location of all beginning and ending points of curve of the street centerlines, with street names proposed on map. A separate list of alternative choices in a number proportionate to the number of streets to be named shall be submitted by the developer.
- ◆ The approximate location of all areas subject to storm water overflow, inundation or flood hazard (indicate limits of FEMA floodplain and floodway), and the location and direction of flow of each watercourse.
- ◆ Delineation of special hazard zones (i.e., earthquake faults, liquefaction zones, etc.).
- ◆ If the site is proposed to be developed in phases, the proposed sequence of phasing shall be provided.

Section B. Preliminary Grading Plan Content

Scale: Engineering scale not to exceed 1"=40'.

The following grading information shall be included on the plan:

- ◆ Title Block
 - Name, address, phone, and email address of applicant, owner, and engineer
- ◆ Legend, north arrow, bar and graphic scale
- ◆ Data Table
 - Assessor's Parcel Number(s)
 - Project Name
 - Legal Description (i.e. Tract/Parcel Map and lot(s)/parcel(s))
 - Approximate earthwork quantities (CY)
 - Date and Source of Topography (should be current)
- ◆ Preliminary pad elevations
- ◆ Minimum 1-foot contour interval
- ◆ Drainage facilities
- ◆ Existing and proposed easements, property lines, rights-of-way
- ◆ Overall cut and fill cubic yards (quantity to be called out on the plan)
- ◆ Vicinity map, bar and graphic scale
- ◆ Existing and proposed improvements within and 50' beyond the site boundaries (label those proposed to remain or to be removed)
- ◆ Shade pavement areas and fill slopes 3:1 or steeper

- ◆ Streets; typical cross-sections to show existing and proposed improvements, utilities, right-of-way, etc.
- ◆ Limits of FEMA floodplain and floodway
- ◆ Delineate open space areas
- ◆ Delineation of special hazard zones (i.e., earthquake faults, liquefaction zones, etc.)